



DEPARTMENT OF THE ARMY  
HEADQUARTERS, UNITED STATES ARMY MEDICAL DEPARTMENT ACTIVITY  
2480 LLEWELLYN AVENUE  
FORT GEORGE G. MEADE, MARYLAND 20755-5800

REPLY  
ATTENTION OF

3 September 2002

POLICY STATEMENT NO. 13

MISUSE OF GOVERNMENT TRAVEL CHARGE CARD AND  
DELINQUENCY IN PAYING THE CARD BILL

1. The NationsBank Government Charge Card is provided only for official temporary duty (TDY) travel and travel-related expenses away from the official duty station. The card and the account are not to be used for personal purposes. Soldiers and civilian employees (card holders) are notified of this restriction when they receive the card. To use the card for other than official TDY travel and travel-related expenses is a violation and may subject a card holder to disciplinary action.
2. The NationsBank Company entered into an agreement beneficial to the U.S. Army. The card's use simplifies TDY travel cost. Proper use of the travel charge card reduces the cost of providing advance travel funds. Though the card is Government-sponsored, it is issued to the card holder. This means that the card holder is personally responsible for charges made on the card.
3. A card holder may also be disciplined for failure to pay the debt incurred with a Government travel card. In addition to any administrative action that may be taken against an individual for delinquent payments, the NationsBank Company may take actions such as cancellation of the card, negative reporting to national credit bureaus, and garnishment of wages.
4. The NationsBank Government Travel Card is for **"official use only."** I expect compliance with this policy.

//Original Signed By//  
JOAN P. EITZEN  
COL, AN  
Commanding

DISTRIBUTION:

A